

# Borough of Freemansburg

600 Monroe St., Freemansburg, PA 18017

## Council Meeting Minutes

Wednesday November 05, 2025-7:00 PM

➤ Pledge of Allegiance

➤ *Roll Call*

Mayor: Gerald Yob

Council President: Homer Lorrah

Council Vice-President: Jim Smith

Council Members: Charles Derr, Colleen Gallagher-*excused absence*, Rudolph Gallich, Monica Elliott, Margaret Lorrah

Council Secretary: Ramona Ruiz

Borough Manager: Jonathan Itterly

Solicitor: Anthony Giovannini, Esq.

### *Courtesy of the Floor*

County Executive Lamont McClure will be presenting a check to the Borough for a CDBG Grant!

Issue from Resident Mary getting hold of the inspection company to handle the issue with her neighbor's fence which is an eye soar.

Resident on New Street would like Council to consider placing speed bumps on New street due to speeding traffic. Council President explained that the speeding issue is everywhere and a traffic study would need to be done. Item will be placed on the next agenda.

Resident Brian addressed his concerns with fireworks in the 900 block of Karoly and noted restrictions. He would like Council to make an ordinance. Borough Manager replied that due to the current ordinance, a few properties have the allowable square footage to be within guidelines. Brian was instructed to call the non-emergency number so they could locate the exact address and cite under the state statute.

Resident Patrick Esposito stated his concerns with the speed bumps and 2 stop signs proposed to go on Main Street and suggested starting with the stop signs first. Council President stated that the humps will not go in until next year and that they will be 300 ft apart and will be monitored and adjusted if needed. Patrick also inquired about relinquishing the sanitation carts he currently has and getting a dumpster. Council President replied that only a 4-unit residence or more is exempt from the sanitation contract.

Council Member Charles Derr had a general discussion about the Santa Run.

Council Member Monica Elliott inquired if a lock can be placed on the Fire Department door.

Resident Mary stated she would take in any stray dogs the Police Department found.

### *Finance/Personnel*

- Payroll Reports for paychecks dated 10/16/2025 and 10/30/2025. *Informational.*
- Bills paid dated 10/21/2025 and 10/29/2025 in view of due dates to avoid late fees. *Informational.*
- Remittance Reports from Portnoff Law Associates, Ltd. reflecting collections of sewer and trash fees as follows:

Week of October 8, 2025 – Sewer \$1,688.37; Trash \$1,860.26.

Week of October 15, 2025 – Sewer \$209.43; Trash \$259.96. *Informational.*

- Portnoff Law Associates, Ltd. Collections Summary for the collection of delinquent municipal claims through September 30, 2025. *Informational.*
- Authorization to adopt the final budget for 2026. ***Motion Required.***  
Motion to adopt the final budget for 2026 by M. Lorrach, 2<sup>nd</sup> M. Elliott -PASS 6-0.
- Authorization to adopt Ordinance **#2025-003**, an ordinance establishing a stop sign designation for northbound traffic on Main Street at Main street's intersection with Monroe Street and a stop sign designation for southbound traffic on Main Street at Main Street's intersection with Monroe Street; authorizing signage as is necessary and appropriate to reflect the restrictions; providing penalties for violation of this ordinance; repealer; severability; and effective date. ***Motion Required.***  
Motion to adopt Ordinance **#2025-003**, an ordinance establishing a stop sign designation for northbound traffic on Main Street at Main Street's intersection with Monroe Street and a stop sign designation for southbound traffic on Main Street at Main Street's intersection with Monroe Street by M. Lorrach, 2<sup>nd</sup> M. Elliott -PASS 6-0.
- Authorization to adopt Ordinance **#2025-004**, an ordinance establishing a stop sign designation for northbound traffic on Main Street at Main street's intersection with Washington Street and a stop sign designation for southbound traffic on Main Street at Main Street's intersection with Washington Street; authorizing signage as is necessary and appropriate to reflect the restrictions; providing penalties for violation of this ordinance; repealer; severability; and effective date. ***Motion Required.***  
Motion to adopt Ordinance **#2025-004**, an ordinance establishing a stop sign designation for northbound traffic on Main Street at Main street's intersection with Washington Street and a stop sign designation for southbound traffic on Main Street at Main Street's intersection with Washington Street by M. Lorrach, 2<sup>nd</sup> M. Elliott -PASS 6-0.
- Authorization to adopt Ordinance **#2025-005**, an ordinance establishing 6 speed humps on Main Street between Washington Street and Market Street as detailed in the attached Traffic and Engineering Study prepared by Carroll Engineering also authorizing pavement markings to reflect the warnings for the speed repealer; severability; and effective date. ***Motion Required.***  
Motion to adopt Ordinance **#2025-005**, an ordinance establishing 6 speed humps on Main Street between Washington Street and Market Street as detailed in the attached Traffic and Engineering Study by M. Lorrach, 2<sup>nd</sup> M. Elliott -PASS 5-1 (R. Gallich-NO).
- Authorization to advertise Ordinance **#2025-006**, An Ordinance of The Borough of Freemansburg for the 2026 budget year, increasing the real estate tax rate from 18.26 mills to 19.75 mills. The budget for 2026 is based on setting the real estate tax rate at 19.75 mills. ***Motion Required.***  
Motion to advertise Ordinance **#2025-006**, an Ordinance increasing the real estate tax rate from 18.26 mills to 19.75 mills for 2026 by M. Lorrach, 2<sup>nd</sup> M. Elliott -PASS 6-0.
- Authorization to adopt Ordinance **#2025-007**, an Ordinance of the Borough of Freemansburg Northampton County, Pennsylvania implementing a "Per Capita Tax" on individual residents domiciled within the corporate limits of the Borough of Freemansburg at the rate of \$5.00 per year, providing for its collection, and repealing all ordinances inconsistent herewith. ***Motion Required.***  
Motion to adopt Ordinance **#2025-007**, an Ordinance implementing a "Per Capita Tax" on individual residents domiciled within the corporate limits of the Borough of Freemansburg at the rate of \$5.00 per year by M. Lorrach, 2<sup>nd</sup> M. Elliott -PASS 6-0.

- Authorization to adopt Resolution **#2025-026**, a Resolution for the appointment of Keller Zoning and Inspection Services to serve as the agency to provide a building code official(s), a zoning officer(s), inspection services and plan review for the Borough of Freemansburg. ***Motion Required.***  
Motion to adopt Resolution **#2025-026**, appointing Keller Zoning and Inspection Services to serve as the agency to provide a building code official(s), a zoning officer(s), inspection services and plan review by M. Lorrach, 2<sup>nd</sup> M. Elliott -PASS 6-0.
- Authorization to adopt Resolution **#2025-027**, a Resolution of the Council of the Borough of Freemansburg, Northampton County, Pennsylvania, authorizing, empowering and directing the proper officers of the governing board to appoint Berkheimer as its tax hearing officer under and pursuant to the local taxpayers' bill of rights for the express purpose of adjudicating appeals thereunder. ***Motion Required.***  
Motion to adopt Resolution **#2025-027**, authorizing, empowering and directing the proper officers of the governing board to appoint Berkheimer as its tax hearing officer by M. Lorrach, 2<sup>nd</sup> M. Elliott -PASS 6-0.
- Authorization to adopt Resolution **#2025-028**, a Resolution of the Council of the Borough Freemansburg, Northampton County, Pennsylvania, authorizing, empowering and directing the proper officers of council to appoint a liaison between it and Berkheimer, the duly appointed delinquent collector of Per Capita taxes for the district, for the express purpose of sharing confidential tax information with the district for official purposes. ***Motion Required.***  
Motion to adopt Resolution **#2025-028**, authorizing, empowering and directing the proper officers of council to appoint a liaison between Freemansburg Borough and Berkheimer, the duly appointed delinquent collector of Per Capita taxes for the district by M. Lorrach, 2<sup>nd</sup> M. Elliott -PASS 6-0.
- Authorization to adopt Resolution **#2025-029**, a Resolution of the Council of the Borough of Freemansburg, Northampton County, Pennsylvania, authorizing, empowering and directing the proper officers of council to execute an agreement with Berkheimer whereunder Berkheimer is retained as the exclusive tax officer for the collection, administration, receipt and enforcement of the provisions of the respective tax enactment of the Borough of Freemansburg, Northampton County, Pennsylvania levying and assessing the Per Capita Tax for the term herein defined, together with such extensions as may be agreed upon, said tax enactment having been adopted under and pursuant to the authority of the Pennsylvania Local Tax Enabling Act (act 511, p.l. 1257); and approving and adopting the rules and regulations prepared by Berkheimer to administer and enforce the Per Capita Tax. ***Motion Required.***  
Motion adopt Resolution **#2025-029**, authorizing, empowering and directing the proper officers of council to execute an agreement with Berkheimer whereunder Berkheimer is retained as the exclusive tax officer for the collection, administration, receipt and enforcement of the provisions of the respective tax enactment of the Borough of Freemansburg by M. Lorrach, 2<sup>nd</sup> M. Elliott -PASS 6-0.
- As recommended by the Finance Committee, authorization is requested for a loan or line of credit in the amount of \$1,000,000 to cover construction costs that will be reimbursed by grant funds. The Borough has received grant awards for the Community Center Project that exceed its immediate funding capability, making this temporary financing necessary until reimbursement is received. ***Motion Required.***  
Motion to authorize the Financial Director to obtain a loan or line of credit in the amount of \$1,000,000 to cover construction costs that will be reimbursed by grant funds by M. Lorrach, 2<sup>nd</sup> H. Lorrach -PASS 5-1 (M. Elliott -NO).

- ***Council Meeting Minutes: 10/14/2025 (no absences). Corrections: 1.) Change “Motion Required to “Informational on Tax Collector Report agenda item. 2.) Add “Motion Required” to Ordinance #2025-004 agenda item. 3.) Remove Solicitor “Anthony Giovannini, Esq.” from Roll Call. **Motion Required.*****  
Motion to authorize council meeting minutes with 3 corrections by M. Lorrach, 2<sup>nd</sup> M. Elliott -PASS 6-0.

### ***Community Development, Public Safety & Fire Company***

- Call Runs Report for the Month of September 2025. *Informational.*
- The Santa Run is scheduled for December 13<sup>th</sup> 2PM. Drop off days and times for donations are as follows: 11/17, 11/24, 12/1 & 12/8 from 5pm to 9pm. *Informational.*

### ***Sewer, Sanitation, Streets/Public Works***

- Authorization for Council President to execute PennDot M-950AA & TE-160 #1 & 2. For rectangular rapid flashing beacons (pedestrian crosswalk signs) on Main Street at Washington Street and Monroe Street. ***Motion Required.***  
Motion to authorize Council President to execute PennDot M-950AA & TE-160 #1 & 2 for rectangular rapid flashing beacons (pedestrian crosswalk signs) on Main Street at Washington Street and Monroe Street by M. Lorrach, 2<sup>nd</sup> J. Smith –PASS 6-0.
- Discussion and authorization of the Public Works Department On-Call Policy. ***Motion Required.***  
Motion to authorize the Public Works Department On-Call Policy by M. Lorrach, 2<sup>nd</sup> R. Gallich -PASS 5-0 (M. Elliott -ABSTAIN).
- Organize a sanitation committee consisting of 3 members of council to discuss the prospective sanitation contract and specifications for the Borough 2027 Sanitation Contract. The Borough Sanitation Contract should go out for Bid in Q1 or Q2 of 2026 for the 2027 Calander year. ***Motion Required.***  
Motion to organize a sanitation committee consisting of 3 members of council to discuss the prospective sanitation contract and specifications for the Borough’s 2027 Sanitation Contract by M. Lorrach, 2<sup>nd</sup> J. Smith -PASS 6-0.
- Whitetail Disposal Service Report for September 2025. *Informational.*

### ***Parks & Recreation***

- Authorize request from Noemi Williams dated 10/16/2025 to join the Parks & Recreation Team. ***Motion Required.***  
Motion to authorize request from Noemi Williams to join the Parks & Recreation Team by J. Smith, 2<sup>nd</sup> M. Lorrach -PASS 6-0.
- Possible Craft Fair November 15<sup>th</sup> 10am-2pm Borough Hall. *Informational.*
- Lunch with Santa December 13<sup>th</sup> 11am-1pm Borough Hall. *Informational.*

### ***Police Department***

- Monthly Police Report for October (to be distributed at meeting). *Informational.*

***Mayor, Manager & Council President***

- Authorization to submit Capital Budget Itemization bill request for RACP funding in the amount of \$2,000,000 for municipal park revitalization projects. This is not an application for a grant; this is just putting a line item in the state's budget for a funding request so we can apply for future grants. ***Motion Required.***

Motion to authorize the submittal of the Capital Budget Itemization bill request for RACP funding in the amount of \$2,000,000 for municipal park revitalization projects by M. Lorrach, 2<sup>nd</sup> J. Smith -PASS 6-0.

***Miscellaneous***

- Holiday Brunch December 6<sup>th</sup> at noon at Green Pond Country Club. RSVP no later than 11/7/2025. *Informational.*

Open Meeting Adjourn: 8:07PM

Executive Session: litigation, property acquisition & personnel matters

Executive Session Start: \_\_\_\_\_

Executive Session Agenda:

Executive Session Adjourn: \_\_\_\_\_

Open Meeting Start: \_\_\_\_\_

Open Meeting Adjourn: \_\_\_\_\_